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JUN 1 1954

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT:

Table of Organization

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- September 1953 and the revised DDP/FE T/O approved 28 January 1954 omitted by inadvertence to carry along eight positions within already filled by Communication employees. Therefore arithmetically the total FE and hence Agency ceiling, is by inadvertence eight short of actuality.
- 2. FR should not be asked to go into its own ceiling bank to provide for what is simply an error. Meither should Commo.
- 3. Agency practice has been that T/O support positions should be provided by the using component and budgeted for by the parent support element.
- 4. It is recommended, therefore, that the only proper alternative to deal with this situation is to increase the ceiling for the FE Division by eight positions. They can be taken from that element which benefited erroneously from the above mistake. This is the Agency ceiling pool.

SIGNED

Chief. Management Staff

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Enclosures:

Tab 1 - Memo fr Asst. Dir. for Commo, 20 Apr. '54

Tab 2 - Memo fr Asst. Dir. for Pers., 21 Ney '54

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L. K. WHITE Deputy Director (Administration)